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# MEMORANDUM

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Date: January 13, 2023

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Pending Addendum Item on the January 24, 2023 Board of Supervisors Meeting Regarding New Enterprise Resource Planning (ERP) Software Solution**

Pima County relies on Enterprise Resource Planning (ERP) software to manage everyday operational activities in every department. The current ERP system has been in service since 2010, and will not be supported beyond April 2025. Pima County staff has been assigned to the task of replacing the current ERP with a modern software solution. Staff in all departments participated in the development of the software requirements and the procurement solicitation of new software that would meet those needs. The procurement process for the core ERP software system has resulted in a notice of recommendation for award (NORFA) announcing the selected vendors to be posted by the Procurement Department on January 13, 2023 in advance of the upcoming January 24, 2023 Board of Supervisors meeting. This NORFA posting complies with Pima County Procurement Code §11.12.020(C) required for all competitive sealed proposals and §11.20.010(C) which allows for protests of the award.

Please note that the request to award will be placed on the upcoming Board of Supervisors Meeting addendum agenda for approval. Additional information will be provided to the Board concurrently with the addendum agenda public posting.

JKL/anc

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Nancy Cole, Executive Project Manager, Enterprise Resource Planning  
Terri Spencer, Director, Procurement Department